

# Bicycle and Pedestrian Advisory Board

Monday, November 14, 2016

5:30 – 7:40 P.M.

777 E. Waterman, Building 200  
 Wichita Transit Van Maintenance Facility  
 Conference Room  
 Wichita, Kansas 67202



## Agenda

<u>Item</u>	<u>Time</u>	<u>Description</u>
1.	5:30 pm	<b>Call to Order</b> Jack Brown, Chairperson
2.	5:31 pm	<b>Approve Previous Meeting Notes</b> Jack Brown, Chairperson
3.	5:35 pm	<b>Public Comments</b>
4.	5:45 pm	<b>Bikeways Funding and Construction Update</b> Paul Gunzelman, Assistant City Engineer will present an update on the status of funding for and the development of new bikeways.
5.	6:00 pm	<b>Delano Catalyst Site and Delano Path</b> Scot Rigby, Assistant City Manager will present information about the proposed development projects for the Delano Catalyst Site, including a portion of the former railroad corridor north of Douglas Avenue.
6.	6:20 pm	<b>Hyatt Sale Proposed Street Maintenance and Bikeways</b> Aaron Henning, Maintenance Engineer will provide information about the proposed use of \$10 million from the Hyatt sale for street maintenance and if recommended bikeways will be included.
7.	6:35 pm	<b>Street Maintenance Report</b> Aaron Henning, Maintenance Engineer will present a report on the number of bikeways improved through recent maintenance efforts.
8.	6:50 pm	<b>Bicycle Repair Station Donation</b> Scott Wadle, Senior Planner will present information on the proposed donation of a bicycle repair station. The WBPAB will be asked to recommend approval of the proposed donation.
9.	7:00 pm	<b>Bikeways Tour</b> Jack Brown, Chairperson will lead a brief discussion of lessons learned from the tour.
10.	7:10 pm	<b>Annual Retreat</b> Jack Brown, Chairperson will present information about the proposed annual WBAB retreat.
11.	7:20 pm	<b>Board Member Project Reports</b> Jack Brown, Chairperson
12.	7:35 pm	<b>Announcements</b> Jack Brown, Chairperson
13.	7:40 pm	<b>Closing Thoughts</b> Jack Brown, Chairperson

Notice – City Council Members may attend this meeting.



# Bicycle and Pedestrian Advisory Board

**Monday, October 10, 2016**

5:30 – 7 p.m.

777 E. Waterman, Building 200  
Wichita Transit Van Maintenance Facility  
Conference Room

## Meeting Notes

<b>Members Present:</b> Melany Barnes, Maxine Bostic, Jack Brown, Barry Carroll, James Crowder, Russell Fox, Tyler Stutzman, Wendy Tan, George Theoharis
<b>Members Absent:</b> Jerry Jones, Tom Lasater
<b>City Staff:</b> Robert Layton, City Manager, Scott Wadle, MAPD, Brian Coon & Paul Gunzleman, Public Works
<b>Guests:</b> Lonny Wright, Alan Kailer, John Moore, Becky Tuttle, Eric Mead, Chris Green

Item	Description
1.	<b>Call to Order:</b> Jack Brown, Chairperson, welcomed City staff and guests.
2.	<b>Public Comments:</b> John Moore encouraged the City of Wichita to support the building of bike paths and lanes. Mr. Moore noted that these amenities attract young professionals and economic development to our community. The board thanked Mr. Moore for this comments.
3.	<b>Approve Previous Meeting Notes:</b> The board approved, by consensus, the September 12, 2016 meeting notes.
4.	<b>Business Bicycle Recognition:</b> This item was tabled until the November meeting
5.	<b>Recognition of Wayfinding Steering Committee:</b> Board Member Tyler Stutzman recognized the members of the steering committee with a 'certificate of appreciation' [Eric Mead, Chris Green & Becky Tuttle]. Ms. Tuttle noted that some future bike lane/bike path signs will also have information on how to locate healthy foods and Federally Qualified Health Centers. Becky noted that Wichita will be the first in the nation to have signs with health care facility designations! The board gave a hearty round of applause to the steering committee members for their good work.
6.	<b>Hyatt Hotel Sale Funds:</b> Robert Layton, City Manager, was invited to provide information about the proposed process to utilize \$20M from the sale of the City owned Hyatt and whether funds can be used for bicycle, pedestrian and/or maintenance projects. The Manager reported that approximately \$10M will be used to: 1) repair residential streets; and 2) fund transit-related projects. According to the Manager, the current transit system is not sustainable and needs innovative approaches to 'right size' their operations. In addition, the Manager suggested that each of the six voting districts may allocate \$1M each. In closing, the plans suggested by the Manager must be reviewed and approved by the Mayor and City Council.
7.	<b>Bike Path &amp; Railbanked Corridors Utilities Easements:</b> Robert Layton, City Manager, as the request of the board, provided information on a recent Redbud utility easement granted to Westar Energy. The board suggested that when

	<p>future easements are granted to a utility contractor, that a portion of the funds be used for construction and/or maintenance of bike facilities. The Manager thanked the board for bringing this matter to his attention. The Manager suggested that a ‘review process’ for future easements along bike facilities needs to be developed. In closing, the Manager expressed his appreciation to the board for its rational and systemic recommendations provided to the City Council. The board thanked the Manager for his presentations and issued an ‘open invitation’ to future board members.</p>
<p>8.</p>	<p><b>Arkansas River Path to Haysville [Former Railroad Corridor Encroachments]:</b> Brian Coon, Traffic Engineer, presented information about encroachments into a City owned corridor near Broadway Avenue and 47<sup>th</sup> Street. Mr. Coon showed slides of the area in question and responded to questions. According to Mr. Coon, the County wants to put such parcels of land on the tax rolls whenever the public property is in private use for a taxable purpose. Mr. Coon indicated that the City has a number of options in these situations, including but not limited to the following:</p> <ul style="list-style-type: none"> <li>• The abutting property owner can request that the City vacate the property, or the City could initiate the vacation.</li> <li>• The City can issue a Use of Street Permit to provide the property owner the ability to utilize the former rail corridor. The permit requires that the applicant pays the taxes and sets a time limit on the use of the property.</li> <li>• The City can issue a letter indicating that the private property owner needs to move their stuff off of the City property.</li> </ul> <p>Mr. Coon indicated that the City has issued a letter notifying the abutting property owner that the encroachment into the former rail corridor is illegal. The City is waiting for a response from the property owner.</p> <p>The board requested that if there are parcels that actually encroach on a bike facility that City staff bring the matter before the board. Mr. Coon agreed to bring such issues to the WBPAB in the future. In closing, Mr. Coon thanked the board for their input and suggestions and indicated that reports of encroachments can be submitted to <a href="mailto:traffic@wichita.gov">traffic@wichita.gov</a>. The board, in turn, thanked Mr. Coon for his informative presentation.</p>
<p>9.</p>	<p><b>Arkansas Bike Path Closure for the River Vista Project:</b> Paul Gunzleman, Assistant City Engineer, provided information about the closing and provided three possible detour plans for consideration. After reviewing the proposed options, there was a consensus by the board to select the option that had the least amount of conflicts with cars – the option traveling north on the west side of the Ark River path to north of Maple Street, then back south up the ramp to Maple, then east to the Water Walk, then down the ramp to the east Ark River Path, then north to the 1<sup>st</sup> Street bridge, using the ramp from the north. . Mr. Gunzleman stated that he had scheduled a meeting with the developers in an effort to get a better timeline on how long the path would need to be closed. Mr. Gunzleman indicated that the City will sign and mark the detour route. The board thanked Mr. Gunzleman for his efforts on behalf of people bicycling and walking.</p>
<p>10</p>	<p><b>Proposed Bike Facilities Tour for the Board:</b> The board suggested that a tour of bike facilities needs to take place in the fall and spring. By consensus, it was</p>

	agreed to tour the west side in the fall and the Market & Topeka bike lanes in the spring 2017. Scott Wadle will survey the board in an effort to schedule and date and time. The ride will commence from the Exploration Place. The board thanked Scott Wadle for organizing the tour.
11.	<b>Annual Board Retreat:</b> The board agreed to hold a retreat on the regular meeting time on December 12 <sup>th</sup> . Scott Wadle will secure a meeting location and inform the board.
12.	<b>Board Member Project Reports:</b> <ul style="list-style-type: none"> <li>• Barry Carroll reported that City continues with its ‘Street Safety Education Initiative.’ The City Council received a KDOT grant for \$40,000 in order to implement the proposed bike/ped education campaign. In addition, staff will present a bike/ped educational module to the WPD in 2017.</li> <li>• Paul Gunzleman provided a written update on the various bike/ped projects for review; he will add additional projects as needed.</li> <li>• Jack Brown entreated board members to track and report on projects assigned to them.</li> </ul>
13.	<b>Announcements:</b> <ul style="list-style-type: none"> <li>• Barry Carroll noted that the WAMPO Policy Committee will make its final recommendations on Transportation Improvement Projects [TIP] in October. WAMPO staff will be invited to a future board meeting to report on the various projects and timelines for construction.</li> </ul>
14.	<b>Closing Thoughts:</b> Due to time constraints, there were no comments.

The next regularly scheduled meeting will be held on Monday, **November 14, 2016.**

There being no further business, the meeting was adjourned at **6:55 pm.**

Respectfully submitted,



Barry Carroll  
 WBPAB Secretary

**City of Wichita**  
**Wichita Bicycle and Pedestrian Advisory Board**  
**November 14, 2016**

**TO:** Wichita Bicycle and Pedestrian Advisory Board

**SUBJECT:** Bike Walk Wichita and Whole Foods Bicycle Repair Station Donation

**INITIATED BY:** Parking and Mobility Division

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**Recommendation:** Recommend that the City Council accept the donation of the bicycle repair station, approve the memorandum of understanding, and authorize the necessary signatures.

**Background:** On February 5, 2013, the Wichita City Council endorsed the Wichita Bicycle Master Plan. The plan is a guide for how the City can make it easier, safer, and more convenient to get around the City on a bicycle through the provision of bicycle related infrastructure, policies, and programs. The Plan's Strategy 11 recommends that the City of Wichita (City) promote bicycle education and encouragement in Wichita through partnerships with community organizations and businesses.

The City has partnered with local organizations to promote and encourage bicycling through the provision of bicycle repair stations. In 2015, the City accepted the donation of a bicycle repair station at Air Capital Memorial Park by Bicycle X-Change. On July 12, 2016, the City accepted donation of a bicycle repair station near the intersection of Topeka Avenue and Douglas Avenue by the Wichita Downtown Development Corporation.

On October 31, 2016, a representative of Bike Walk Wichita (BWW) indicated their willingness to donate and maintain a public bicycle repair station near the intersection of the Redbud Path and Woodlawn Boulevard. The repair station was purchased by Whole Foods and donated to BWW, with the intention of the station being installed for public use.

In October 2016, staff members from the Parking and Mobility Division, and Engineering Division reviewed multiple possible locations for the siting of the bicycle repair station. The location at the intersection of the Redbud Path and Woodlawn Boulevard was identified as the preferred location because the site is where two existing bikeways intersect, it has good visibility to help deter vandalism, and it is near Wichita Fire Station 14.

**Analysis:** The proposed MOU would authorize the BWW to have the Fixit station installed at a location identified in coordination with the City's Engineering Division. The installation and maintenance would be the responsibility of BWW. The MOU would authorize the City to remove the Fixit station if it is not maintained.

**Financial Considerations:** The donation does not require City funding for installation or maintenance.

**Legal Considerations:** The proposed MOU will be reviewed by the Law Department prior to presentation to the City Council.

**Recommendations/Actions:** It is recommended that the City Council approve the donation and authorize the necessary signatures for the proposed MOU.

**Attachments:**

- MOU Between Bike Walk Wichita and the City of Wichita for Donation of Bicycle Repair Station
- Fixit Brochure

**MEMORANDUM OF UNDERSTANDING BETWEEN**  
**BIKE WALK WICHITA**  
**AND**  
**THE CITY OF WICHITA**  
**FOR DONATION OF BICYCLE REPAIR STATION**

WHEREAS: The City of Wichita, Kansas, a Municipal Corporation (City); and Bike Walk Wichita (BWW), a nonprofit charitable organization have a mutual interest in encouraging bicycling; and

WHEREAS: The Wichita Bicycle Master Plan Strategy 11 recommends that the City promote bicycle education and encouragement in Wichita through partnerships with community organizations and businesses; and

WHEREAS: Access to free tools for the repair and adjustments of bicycles helps encourage more people to bicycle;

NOW THEREFORE: This Memorandum of Understanding (MOU) is made and entered into on \_\_\_\_\_, 2016 the ("Effective Date") between the City and BWW.

**I. RESPONSIBILITIES OF EACH PARTNER**

1. BWW agrees to the following:

- a. Donation. BWW hereby agrees to donate to the City one bicycle repair station, a Dero Fixit model.
- b. Installation: BWW hereby agrees to install the bicycle repair station at a location identified in cooperation with City of Wichita Engineering Division staff.
- c. Maintenance: BWW hereby agrees to accept sole responsibility for all ongoing maintenance to ensure functionality until such time as the bicycle repair station is removed, including but not limited to removal of graffiti and replacement of tools.
- d. Removal: BWW hereby agrees that the City can remove and dispose of the bicycle repair station if repairs are not made within 30-days after receiving written notice of issues from the City.
- e. Damages: BWW hereby agrees to repair and/or provide funding to repair damages to pavement in the public rights-of-way from the installation and/or removal of the bicycle repair station.

2. The City agrees to the following:
  - a. Acceptance: the City hereby agrees to accept the donation without any fees or costs for City processes and permitting.
  - f. Reporting: the City hereby agrees to report requests for services and maintenance issues to BWW staff members in a timely fashion.
  - g. Indemnification: The City shall indemnify the BWW from any and all liabilities that arise from the bicycle repair station, so long as the terms of this MOU are complied with.

## II. Terms and Conditions

1. The term of this MOU shall commence upon execution by all parties.
2. No alteration or variation of the terms of this MOU shall be valid unless made in writing and signed by both parties hereto.
3. Either party may terminate this MOU without cause upon thirty (30) days' written notice served up on the other party. Ownership of the bicycle repair station shall be retained by the BWW.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2016:

Attest: City of Wichita

\_\_\_\_\_  
Karen Sublet, City Clerk

\_\_\_\_\_  
Jeff Longwell, Mayor

Attest: Bike Walk Wichita

\_\_\_\_\_  
Kim Neufeld, President

Approved as to Form:

\_\_\_\_\_  
Jennifer Magana,  
City Attorney & Director of Law